



File Code: 6320-1
Route To:

Date: April 9, 2015

Subject: New Vendor Handout for Region 6 Source List Vendors

The Forest Service often hires equipment to aid with fire and other incident support. This handout is a brief summary of the procedures and basic requirements to sign up for this type of work.

The first thing to consider is that there is no guarantee that there will be a need for these types of services. In Region 6 we usually have a need for some vendor support every summer but there is no way to predict the amount of activity or the level of support we will need.

All Region 6 fire agreements are generated and administered out of the Region 6 Fire and Aviation Contracting Team (FACT) office in Redmond Oregon. Most of our agreements are competed and awarded on a 3 year basis through the VIPR program. Please see the list of the equipment below that has been solicited and awarded in VIPR. The vendors and equipment that are awarded through the VIPR program listed below have priority for incident assignments before any equipment signed up outside of the VIPR program.

If you have equipment that is on the list below that is NOT currently awarded on a VIPR agreement you may sign it up through this process to have it on the Region 6 source list. It will then be on a secondary list and only used if ALL awarded VIPR equipment has been exhausted. Pricing structure will be based on 90% of the lowest awarded price of the same equipment. The equipment will also be required to pass the same inspection process as the VIPR resources. This information will be provided to you if your equipment falls into these categories.

| VIPR Resources | | |
|---|--|--|
| <ul style="list-style-type: none"> • Water Handling (Engine & Tender) • Heavy Equipment w/ Water • Refrigerated Trailers • Communication Trailers • GIS Trailers | <ul style="list-style-type: none"> • Weed Washing Units • Office Clerical Support Units • Heavy Equipment • Fallers • Mechanic w/ Service Truck • Helicopter Ops Trailer | <ul style="list-style-type: none"> • *Vehicles w/ Drivers - NEW • Potable / Gray Water Trucks / Trailer Mounted Handwash • Mobile Laundry Units • Chippers • Misc. Heavy Equipment |

**Note: Drivers will now be in VIPR – NEW THIS YEAR!!*

Information on the above VIPR agreements and Region 6 solicitaitons can be found on the FACT website:
http://www.fs.usda.gov/detail/r6/workingtogether/contracting/?cid=fsbdev2_027111

Source List Equipment

Below is a list of *some* of the standard resources we have on the source list:

| Source List Resources | | |
|----------------------------------|-------------------------|--------------------------|
| Mule/Horse Pack String | Portable Toilets | Portable Hand Wash Units |
| ATV/UTV | Boats | T-3 Catering Service |
| Office Equip. (Copy/Fax Machine) | Dumptruck | Skidsteer/Forklift |
| Road Guards/Traffic Control | Light Towers/Generators | Overhead Fill Tower |
| Helicopter Dip Tanks | Internet Services | Local Laundry Service |
| Ambulance / EMT/Paramedics | Mobile Sleeping Units | Tents |
| Satellite Phone Service | Heaters/AC Units | Mobile Saw Shop |



Source List Procedure Overview:

- Agreements are done as EERA's (Emergency Equipment Rental Agreements) at the time of the order and are NOT signed pre-season
- Your equipment will be visible to Dispatch Centers and Incident Management Teams in Region 6.
- Ordering protocol is based on closest forces and price.
- A new EERA will be issued and agreement number is assigned each time your equipment is ordered.
- Each EERA will require a signature by both a Government procurement official and a representative from your company.

Requirements to have your equipment available on the Region 6 Source List:

- **Dun and Bradstreet (DUNS) Registration** - <http://www.dnb.com> or 1-866-705-5711
- **System for Award Management (SAM) Registration** - (This has replaced CCR & ORCA)
 - Use this link: <https://www.sam.gov> there is NO charge to register in SAM but be aware there are scams out there asking for money to register you. Use the link above as it is the correct link and will NOT charge you.
- **TRAINING**
 - All operators who will be going to the fireline will be required to attend an annual **RT-130 Standards for Survival/Annual Fireline Safety Refresher** training and provide proof of their completion of this course. For 2015, you must attend a course from an approved training provider.
 - See the document "Approved MOU Training Providers" on the following site:
http://www.fs.usda.gov/Internet/FSE_DOCUMENTS/stelprd3828866.pdf

There are many helpful links and helpful handouts on the FACT website.

<http://www.fs.usda.gov/detail/r6/workingtogether/contracting/?cid=stelprdb5356211>

After completing ALL the steps above please return the following to Juanita Dickson (Info below):

- Attachment # 1 with ALL of your company information
- Attachment # 2 Please provide a separate sheet for EACH piece of equipment

Once we receive your request we will enter your company and equipment into the Source List Database. We will send you a DRAFT EERA to review and return. After the DRAFT EERA is received back to our office your equipment will then show available in the database.

At the time you receive an order from dispatch you will be required to sign an EERA along with a Contracting Officer. You will need to have that EERA and the Resource Order you receive from dispatch when you arrive for inspection at the incident.

All correspondence, renewal documents and questions should be directed to:

R-6 Fire and Aviation Contracting Team

Juanita Dickson

1740 SE Ochoco Way

Redmond, OR 97756

Office (541) 504-7394

Cell: (541) 419-5173

Fax (541) 504-7245

Email: FACT@fs.fed.us

Sincerely,

/s/ **Ben McGrane**

Ben McGrane

Supervisory Contract Specialist

Region 6 Fire and Aviation Contracting Team

ATTACHMENT #1

INFORMATION REQUIRED TO COMPLETE FIRE SOURCE LIST

Name of Business or Individual Name:

Mailing Address:

TYPE OF BUSINESS

Small: ☐ Large: ☐ Women Owned: ☐ Veteran Owned: ☐ HUBZone: ☐ Service Disabled Veteran Owned: ☐

E-Mail (**Required**): _____

DUNS Number: _____

SAM Registration (*System for Award Management*):

☐ YES ☐ NO

RT-130/Annual Fireline Safety Refresher

☐ YES ☐ NO **This is required for EACH operator**

Telephone Numbers:

(Daytime Hours) _____

(After Hours) _____

(Alternate Contact) _____

(Fax) _____

EQUIPMENT
(Attach a separate sheet for each piece of equipment)

[illegible]

RETURN TO:
R-6 Fire and Aviation Contracting Team
Juanita Dickson
1740 SE Ochoco Way
Redmond, OR 97756
Office (541) 504-7394 Cell (541) 419-5173 Fax (541) 504-7245
Email: fact@fs.fed.us